



AGENDA
Maynard Board of Selectmen's Meeting
April 2, 2013
Town Building—Michael J. Gianotis Meeting Room
(No. 201)
Regular Meeting Time: 7:00pm

(All public meetings may be recorded, broadcast and or videotaped)

1. Call to order (7:00)
2. Pledge of Allegiance
3. Public Comments
4. Acceptance of Minutes
 - a) March 19, 2013
5. Correspondence
 - a) Accountant's monthly report March 2013
 - b) Accountant notice of Resignation
 - c) Letter from Town Accountant, Monthly Reconciliation – cash March
 - d) Appointment of Assistant Town Accountant
 - e) Police monthly report March 2013
 - f) DPW, Fourth Quarter Billing 2013
 - g) Notice BOA, meeting on March 26th & April 2, 2013
 - h) Notice ZBA, meeting on April 1, 2013
 - i) Notice CC, meeting March 20, 2013
 - j) Notice CC, meeting April 2, 2013
 - k) Revitalize Maynard Collaborative Committees Notice of project groups
 - l) The MassDOT FinCom Options Report

6. Moderator/STM/Motions
7. Special permit request, MBA
8. Appointment, Carlos Perez ZBA, Kevin Sweet, Chris Okafor
9. Budget, Revenue and Free Cash
10. List of ATM draft control items
11. Town Administrator's Report
12. Old/New Business
13. Chairman's Report
14. Executive Session
15. Adjourn (9:00)

Respectfully submitted

A handwritten signature in black ink, appearing to read "K. Sweet", written in a cursive style.

Kevin Sweet ,Assistant Town Administrator



Draft minutes for March 19, 2013

OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET

MAYNARD, MASSACHUSETTS 01754

Tel: 978-897-1301 Fax: 978-897-8457

Selectmen's Meeting Minutes
Tuesday, March 19, 2013
Room 201, Town Hall
Time: 7:00 pm

Present: Chairman Dawn Capello, Selectman Brendon Chetwynd, Selectman David Gavin, Selectman Mick Hurrey, Town Administrator, Michael Sullivan and Becky Mosca. **Absent,** Selectman James Buscemi.

Pledge of Allegiance

Public Comments:

Vic Tomyl requested his comments from March 12, 2013 be added to the minutes.

Motion made by Selectman Chetwynd to approve the minute as amended for the March 12, 2013 meeting. Second by Selectman Gavin. Vote 4-0. **Motion approved.**

List of Correspondences

- a) Letter from Town Accountant regarding software
- b) Letter from Treasurer/Collector Software Upgrade
- c) Letter from Legal Counsel, D'Ambrosio Brown, Software
- d) List of TIPS training participants from Jan 29th session here at TH
- e) Notice for Upcoming Pub Craw, 300/100 raffle RMO
- f) Letter of information for the TASC, B. Cranshaw
- g) Posting for BOS meeting 3/25/13

- h) Letter, notice to withdraw applicant for the change of manager, Halfway Café
- i) Posting Version of Articles for the 5/20/13 ATM
- j) STM article to cover Snow & Ice Deficit
- k) MBC, letter dated 3/14/13
- l) Letter from Weston & Sampson regarding Town Employee
- m) Mass State Lottery Commission, Merai Liquors applied for Keno to Go
- n) Letter to China Ruby from MPD, inspection/compliance
- o) Letter to Maynard Rod & Gun Club from MPD, inspection/compliance
- p) Letter to Pleasant Café from MPD, inspection/compliance
- q) Letter to Maynard Lodge of Elks from MPD, inspection/compliance
- r) Letter to Blue Coyote Grille from MPD, inspection/compliance
- s) Letter to Bud's Variety from MPD, inspection/compliance
- t) Letter to Peyton's River Edge from MPD, inspection/compliance
- u) Letter to Morey's Tavern from MPD, inspection/compliance
- v) Letter to Russell's Convenience Store from MPD, inspection/compliance
- w) Letter to Savoring Indian Cuisine from MPD, inspection/compliance

Motion made by Selectman Chetwynd to approve the list of correspondences as shown. Second by Selectman Hurrey. Vote 4-0. **Motion approved.**

**Public Hearing 7:15 pm Manager Change; Halfway Café
Tabled**

Public Hearing 7:30 pm Liquor License Transfer, to El Huipil Restaurant

LEGAL NOTICE

Notice is hereby given in accordance with Mass. General Laws Chapter 138 as amended that a Public Hearing originally scheduled to be held on Tuesday, March 5, 2013 at 7:30 pm in the Michael J. Gianotis Meeting Room (No 201) of the Maynard Town Building on application for transfer of location of a wine and malt as a common victualer license of Neighborhood Brick Oven Pizza from 76 Main St. Maynard, MA. 01754 to El Huipil Restaurant, Inc. at 51R Main St. Maynard, MA. Has been cancelled and rescheduled to be held on Tuesday, March 19, 2013 at 7:30 pm in the Michael J. Gianotis Meeting Room (No. 201) of the Maynard Town Building. A copy of plan is on file in the Municipal Services/Licensing Division Office.

Maynard Board of Selectmen

Motion made by Selectman Chetwynd to approve the transfer of Wine & Malt License from Neighborhood Brick Oven to El Huipil Restaurant. Second by Selectman Gavin. Vote 4-0. **Motion approved.**

Appointment Interview, with Alternate Planning Board, Gregory Tuzzolo

Motion made by Selectman Chetwynd to appoint Gregory Tuzzolo as the Alternate Planning Board member with a term expiring on June 30, 2016. Second by Selectman Hurrey. Vote 4-0. Motion approved.

Software Presentation, Softright

Kevin Adolph, Chief Executive Officer gave presentation.

Motion made by Selectman Chetwynd to proceed with the Software agreement. Second by Selectman Gavin. Vote 4-0. Motion approved.

Budget, Revenue and Free Cash

TA, Mike Sullivan had hand out.

- Capital Stabilization; \$600,000.00
- OPEB Trust; \$50,000.00
- Sidewalk/Road Repair; \$500,000.00
- Capital Planning FY13 General Fund Priorities as follows;
- DPW, Bombardier Sidewalk Plow; \$130,000.00 (BOS had Comments)
- DPW, Dump Truck/Plow/Sander; \$175,000.00 (BOS had Comments)
- DPW, Radio System; \$14,000.00 (Comments new plan)
- Police Vehicle; \$40,000.00
- School, Fowler and Green Meadow Roof; \$850,000.00
- School, Security System; \$200,000.00

Other spends use free cash for the Finance Reserve \$350,000.00

TA, Mike Sullivan presented Board with a plan, will finalize at the next meeting.
BOS agreed to finalize at a future meeting.

List of ATM draft control items

Contract for DPW Operations Manager, and Appointments

All Board members had correction requests on the new contract from Legal for the Operations Manager.

Goals from TA

Town Administrator Search Committee

Discussion from Board about names submitted to work on the TASC.

Motion made by Selectman Chetwynd to appoint Chief Stowers, Cheryl Kane, Lou Ann Cutaia, Eve Schluter, Claire Neumann, Robert Gerardi, Jack MacKeen, MaryEllen McCarthy and Jennifer Gaudet to the Town Administrator Search Committee. Second by Selectman Hurrey. Vote 4-0. Motion approved.

Town Administrator Job Description

BOS authorized Selectman Chetwynd to gather and create a draft job description for review at next meeting.

Town Administrator's Report

TA

Old/New Business

Selectman Hurrey

- Snow & Ice over budget, pay down
- Maynard Rod & Gun, check past warning from 2012
- Gift grant from Kaboom for equipment at Reo Playground
- Ground Breaking event schedule
- Resignation, date April 19th, 2013

Selectman Gavin

- Updated the Board on the status of the School Building project.

Selectman Chetwynd

Chair, Dawn Capello

- Keno To Go for Merai on the next Agenda ~ Comments, Board requested TA to send the same letter as before to the State. Ok'ed
- Community Center is ready to do a final report and will present to the BOS

- Cancel the next BOS meeting on 3/25/13
- Request from Joe Mullin for NexDine

Executive Session ~ Personnel

Motion to convene an executive session was made by Selectman Chetwynd and duly seconded by Selectman Hurrey. Vote 4-0. **Motion approved.**

Roll Call	Yea	Nay	Abstain	Absent
Selectman David Gavin	X			
Selectman James Buscemi				X
Selectman Dawn Capello	X			
Selectman Mick Hurrey	X			
Selectman Brendon Chetwynd	X			

Board will not reconvene into open session.

Motion made by Selectman Chetwynd to adjourn. Second by Selectman Hurrey. Vote 4-0. **Motion approved.**

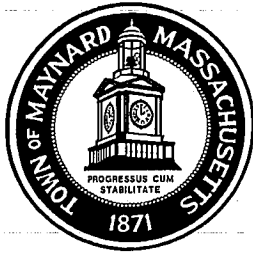
Time: _____ pm

Approved: _____

Date:

Selectman, Chetwynd, Clerk

Initials: BJM




TOWN OF MAYNARD

Town Accountant – Lori Blanchard

TOWN BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754
Tel: 978-897-1352
Fax: 978-897-1013
lblanchard@townofmaynard.net

TO: Board of Selectmen

FROM: Lori Blanchard, Town Accountant 

DATE: March 29, 2013

SUBJECT: ACCOUNTANT'S REPORT – MARCH 2013

During the month of March, the Town Accountant's Office completed the following:

- Process the Weekly Bills Warrant
- Process the Bi-Weekly Payroll Warrant
- Journal Entries
- Submitted STM & ATM Warrant Articles to Town Administrator
- Updated FY14 Estimated Revenue for GF Budget Amount Available to Vote
- Prepared Excel Version of FY14 GF Budget Expenditures from KVS Report
- Information Provided for Calculation of FY14 IDC Estimates by Woodard & Curren
- Attended MA Municipal Accountants School at UMass Amherst March 18-20
- Outstanding Receivables Reconciliation with Collector as of 2/28/13
- Cash Reconciliation with Treasurer as of 2/28/13
- FY13 Revenue Reports as of 2/28/13 to Town Administrator & FinComm on 3/25/13
- Finance Team Meeting: Overlay Surplus, FY13 & FY14 Budgets on 3/27/13
- FY12 Annual Town Audit - Continue to Provide Information via Email to Auditors
- Dept Budget vs. Actual Monthly Expenditure Reports (GF & Enterprise) Issued 3/28/13
- Rev/Exp Reports for Special Revenue, Capital, Trust & Agency Funds Issued 3/28/13
- Detailed Instructions for Accountant's Clerk to Follow After My Resignation on 4/19/13

Also, planning for and preparing to complete:

- Set Up Recording & Tracking of Ambulance Receivables in the General Ledger

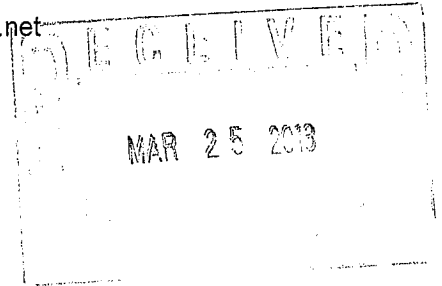
Thank you.



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TO: Mike Sullivan, Town Administrator

FROM: Lori Blanchard, Town Accountant

DATE: March 25, 2013

SUBJECT: NOTICE OF RESIGNATION

Thank you again for giving me the opportunity to serve as your Town Accountant in Maynard and for allowing me the second 90-day extension to my Probationary Period until April 22. Unfortunately, the extra time has only clarified and confirmed my concerns about committing 100% to Maynard.

In only 5 months here, I have found the work environment at the Town Hall in Maynard to be stressful and frustrating too much of the time. As you know, I have had experiences that I would classify as bullying and harassment. Because I was subject to the same experiences at the Town Hall in Orange, I have decided that I do not want to be exposed to these behaviors on a day-to-day basis again in my life.

I will continue to search for a job in a "professional, enjoyable, efficient work environment" and hope for Maynard that someday all of your Town Hall employees will make it a priority to reach that goal.

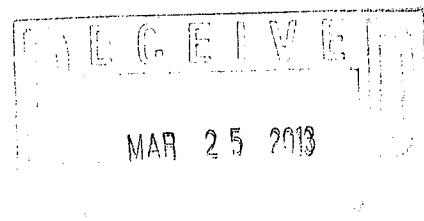
I am sorry, this is not the conclusion I was hoping to come to, but my last day of employment in Maynard will be Friday, April 19, 2013.



TOWN OF MAYNARD

Town Accountant – Lori Blanchard

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lblanchard@townofmaynard.net



TO: Mike Sullivan, Town Administrator

FROM: Lori Blanchard, Town Accountant *LB*

DATE: March 22, 2013

SUBJECT: MONTHLY RECONCILIATION - CASH

Attached please find the reconciliation spreadsheet and reports as of 2/28/13 for the cash balances for the Treasurer and the Town Accountant.

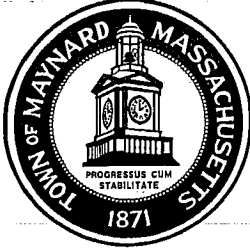
Thank you and if you have any questions, please let me know.

cc: Cheryl Kane, Collector/Treasurer

JWN OF MAYNARD - CASH RECONCILIATION - FEBRUARY 2013

ACCOUNTANT				
/31/13 Ending Balance	19,134,995.65	19,134,995.65	KVS TB	1/31/2013
EB - Plus Cash Receipts	11,997,639.93			
EB - Plus Treasurer Tailings	4,876.82			
EB - Less Bills Warrant Disbursements - A/P	(4,811,249.56)			
EB - Plus Voided Checks	3,565.14			
EB - Less Payroll Warrants - P/R	(1,550,640.54)			
EB - Plus Payroll - Withholdings - P/R	547,204.77			
/28/13 Ending Balance	25,326,392.21	25,326,392.21	KVS TB	2/28/2013
		0.00		
ransit Void Wire Student Activity - Acct in Feb - Treas in Mar	(1,279.80)			
ransit Voided Ck #155016 Whitcomb - Acct in Feb - Treas in Mar	(175.00)			
cct - Not Yet Posted in KVS - Cheri Journal 2936	6,375.77			
cct - Not Yet Posted in KVS - Cheri Journal 2935	15.00			
cct - Need AJE CORR Voucher #108102 Posted to Cash in Error	(475.56)			
2/28/13 Reconciled Accountant	25,330,852.62			

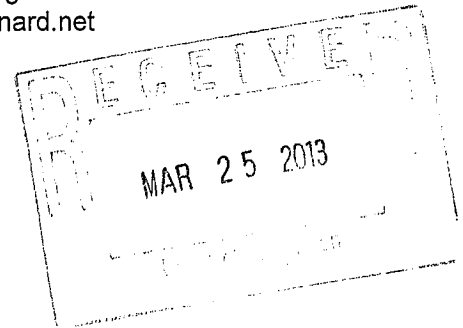
TREASURER				
/31/13 Ending Balance	19,134,995.65			
EB - Plus Receipts - Collector	2,310,754.46			
EB - Plus Receipts - Treasurer	9,693,276.24			
EB - Less Disbursements - 31W	(766,166.13)			
EB - Less Disbursements - 32W	(1,170,540.97)			
EB - Less Disbursements - 33W	(2,500,319.00)			
EB - Less Disbursements - 34W	(138,636.44)			
EB - Less Payroll - 16A Town - Net/Fed/Med/State	(212,247.08)			
EB - Less Payroll - 16B School - Net/Fed/Med/State	(399,126.68)			
EB - Less Payroll - 17A Town - Net/Fed/Med/State	(225,311.79)			
EB - Less Payroll - 17B School - Net/Fed/Med/State	(402,812.80)			
reasurer Tailings	4,876.82			
voided Check #125087	963.27			
voided Check #153063	184.53			
voided Check #130212	83.16			
voided Check #153908	731.88			
voided Check #147343	75.00			
voided Check #153352	72.50			
/28/13 Ending Balance	25,330,852.62			
/28/13 Reconciled Treasurer	25,330,852.62			
	Difference	(0.00)		
reasurer - Bank Reconciling Items:				
Payroll Taxes - Additional Amount Withdrawn at Bank	(20.30)	Submit for Warrant - Payment Needed		
MSB High School Account Transfer Problem	1,279.80	Record in Treasurer's Cash Book		
Transit Verizon Deposit - Bank in Feb - Treas in March	184.56			
Transit Wire Pmt 34W - Bank in March - Treas in Feb	6,842.00			
Transit Wire Fee Reversal Citizens Bank	(100.00)			
2/28/13 Balance to Agree with Bank Statements	25,339,038.68			



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lblanchard@townofmaynard.net



TO: Mike Sullivan, Town Administrator

FROM: Lori Blanchard, Town Accountant *LB*

DATE: March 25, 2013

SUBJECT: APPOINTMENT OF ASSISTANT TOWN ACCOUNTANT

In accordance with MA General Law c41 s49A (copy attached) I would like to request approval from the Board of Selectmen to appoint Accountant's Clerk, Kevin Petersen, as Assistant Town Accountant.

This appointment will give Kevin the authority to sign the weekly bills warrant and the bi-weekly payroll warrant in the absence of the Town Accountant.

I have discussed this appointment with Kevin and he understands the responsibilities of signing off on the warrants, verifying the budgets, and he knows the requirements for payroll and payment of bills.

Please let me know if you have any questions or concerns. Thank you.

cc: Kevin Petersen, Accountant's Clerk



Print

PART I ADMINISTRATION OF THE GOVERNMENT
(Chapters 1 through 182)**TITLE VII** CITIES, TOWNS AND DISTRICTS**CHAPTER 41** OFFICERS AND EMPLOYEES OF CITIES, TOWNS AND DISTRICTS**Section 49A** Assistant auditors; powers and duties; compensation

Section 49A. The auditor, accountant, or officer having similar duties, of a city or town, may in writing appoint, with the approval of the mayor or the selectmen thereof, an assistant, who shall be sworn to the faithful performance of his duties, and a record shall be made of his appointment and oath. Unless a temporary officer is appointed in accordance with law, the assistant may, in the absence of the appointing officer, perform his duties and when performing such duties shall have the powers and be subject to the requirements and penalties applicable to him. The person appointed as assistant hereunder may receive a salary from the city or town for services as such.

TOWN OF MAYNARD
Trial Balance

Fiscal Year: 2013 Period From: 7 To: 2

Date Prepared: 03/22/2013 04:34 PM
Report Date: 03/22/2013
Account Table: 104000
Alt. Sort Table:

Balance Sheet		Expenditures	Revenues
Cash 0001	GENERAL FUND	7,006,881.66	0.00
Cash 1000	FEDERAL GRANT FUNDS	631,670.90	0.00
Cash 2000	STATE GRANT FUNDS	64,971.51	0.00
Cash 3000	REVOLVING ACCOUNT FUNDS	3,098,417.04	0.00
Cash 4000	GIFT FUNDS	94,590.52	0.00
Cash 5000	CAPITAL FUNDS	7,468,780.37	0.00
Cash 6100	WATER ENTERPRISE FUND	193,714.86	0.00
Cash 6200	SEWER ENTERPRISE FUND	344,831.27	0.00
Cash 6300	WATER CAPITAL FUNDS	418,880.82	0.00
Cash 6400	SEWER CAPITAL FUNDS	430,447.63	0.00
Cash 8000	STABILIZATION FUNDS	3,658,195.48	0.00
Cash 8100	NON EXPENDABLE TRUST FUNDS	1,461,234.74	0.00
Cash 8200	EXPENDABLE TRUST FUNDS	35,217.35	0.00
Cash 8800	MISCELLANEOUS FUNDS	43,059.08	0.00
Cash 8809	AGENCY FUND	280,255.28	0.00
Cash		95,243.70	0.00
Grand Total		25,326,392.21	0.00

2/28/13 →

NOTE: One or more accounts may not be printed due to Account Table restrictions.

Accountant's Cash Balance
2/28/13

February 2013

Treasurer Cash Jan 1, 2012	\$ 20,900,418.48
Income deposits	
Collector	2,310,754.46
Treasurer	1,688,188.09
Bond Revenue Booked by town account	8,005,088.15
MSB High School Account transfer problem	1,279.80
Unibank Verizon deposit not reported on KVS until March	184.56
Total Income	\$ 12,005,495.06
Vendor expenses	
31W	766,166.13
32W	1,170,540.97
33W	2,500,319.00
34W	138,636.44
wire for 30 W paid in February	1,765,443.13
wire on 34 W not paid out until March	(6,842.00)
Citizens charged for wire to be reversed in March	100.00
Payroll expenses	
16A TOWN	212,247.08
16B SCHOOL	399,126.68
17A TOWN	225,311.79
17B SCHOOL	402,812.80
Void Checks	
ck#91143	(75.00)
ck#97716	(61.25)
ck#125087	(963.27)
ck#153063	(184.53)
ck#130212	(83.16)
CK#153908	(731.88)
CK#147343	(75.00)
TAILINGS	(4,740.57)
ck#153352	(72.50)
Total Expenses	\$ 7,566,874.86
Balance Calculated Total / Prev + Inc-Exp	\$ 25,339,038.68
Actual Bank Cash Jan, 2013	\$ 25,339,038.69
variance	(0.01)

Treasurer's
Cash
Balance
2/28/13

BANK	Jan Ending Bal	Feb Begin Bal	Deposits	Withdrawals/Adjust	Transfer In	Transfer Out	Feb Ending Balance
Bartholomew Trusts	5,224,460.88	5,224,460.88	3,315.48		9,968.07	(34,372.43)	5,203,372.00
Bartholomew OPEB	51,889.63	51,889.63	90.87				51,980.50
Century Bank #21425418	\$684,902.77	\$684,902.77	\$1,792,495.32			(\$2,327,000.00)	150,398.09
Century Bank Now #66513677	\$251,057.10	\$251,057.10	\$68.34		\$3,327,898.45	(\$3,320,000.00)	259,023.89
Centruy Bank Primary #72004169	\$3,050,000.00	\$3,050,000.00	\$898.45		\$2,320,000.00	(\$1,000,898.45)	4,370,000.00
Citizen's Bank- Concentration Account	266,456.53	266,456.53	5.11		-	(0.44)	266,461.20
Citizen's Bank - Verizon surety acct 3month int.	\$31,752.21	\$31,752.21	\$0.51	(100.00)		(\$46.88)	31,605.84
Eastern Bank - Money Market #0000014605	\$0.00	\$0.00	\$951,430.00		\$0.00	(\$951,430.00)	-
Eastern Bank - Money Market #0050014605	\$2,565,140.79	\$2,565,140.79	\$102.47		\$951,430.00	(\$1,000,000.00)	2,516,673.26
Eastern Bank - Building Grant #9270671	\$3,499.01	\$3,499.01	\$0.40			\$0.00	3,499.41
Middlesex Savings - Depository	\$3,139,117.54	\$3,139,117.54	\$606,131.34		\$0.00	(\$3,000,000.00)	745,248.88
Middlesex Savings - HS Agency #161799344	198,005.84	198,005.84	\$31,411.75	\$0.00	-	(\$143,886.83)	85,530.76
Middlesex Savings - FMS Agency #161799360	35,585.70	35,585.70	\$4,827.25	\$0.00		(\$10,929.27)	29,483.68
Middlesex Savings - School Lunch	469,221.29	469,221.29	\$22,316.85		\$0.00	(\$382,715.26)	108,822.88
Middlesex Savings - Nextal	38,482.09	38,482.09	\$0.00			\$0.00	38,482.09
Middlesex Savings-Coughlin Theatre	-	-					-
MMDT #0011-00044200319	\$161,572.58	\$161,572.58	\$17.97				161,590.55
Unibank - Online	\$444,206.11	\$444,206.11	169,620.17	(137.75)		-	613,688.53
Unibank - General Fund #791019185	\$2,493,569.06	\$2,493,569.06	8,422,373.28		5,592,154.23	(5,812,144.34)	10,695,952.23
Unibank - NOW Account	\$0.00	\$0.00	\$0.00		\$0.00	-	-
Unibank - Vendor	\$1,765,676.28	\$1,765,676.28	365.92	(\$6,327,138.75)	4,572,625.69	(\$4,973.72)	6,555.42
Unibank - Payroll	(1.10)	(1.10)	\$18.26	(\$1,239,498.35)	\$1,239,518.65	(\$19.20)	18.26
Unibank - Water Enterprise	-	-	\$0.00				-
Unibank - Sewer Enterprise	-	-	\$0.00				-
Unibank - Friends of the Library	25,824.17	25,824.17	\$5.32			(25,178.27)	651.22
Totals	20,900,418.48	20,900,418.48	12,005,495.06	(7,566,874.85)	18,013,595.09	(18,013,595.09)	25,339,038.69

Treasurer's Cash
Balance

2/28/13



Maynard Police Department

Chief Mark W. Dubois

To: Board of Selectmen

Monthly Report – MARCH 2013

The Police Department conducted several training initiatives in March. The first was on March 5th at the Maynard High School. Several officers participated in a lock down drill and K-9 search of the school. We have conducted 3 lock down drills this school year at the High School and expect to have one more. These drills are unannounced, but planned in advance with the School administration. The drills are a way to measure emergency procedures and because they are unannounced provide a realistic approach to an emergency situation. In combination with the lock down drill we requested the assistance to two area K-9 units, one from Acton and one from Concord. The K-9 search is done when all the students and staff are secured in their classrooms. The K-9 search was successful and no contraband was located. At the conclusion of the exercise a classroom of students are brought out into the main corridor for a K-9 demonstration. This is a way to showcase the K-9's explain what is happening while the lock down drill is occurring.

The Police department and Fire department supervisors met for a joint training session about incident command. Chief Stowers presented an overview for both groups and we had a detailed discussion about working together at incidents and identified some areas to improve such as communication equipment and ability between departments. We also began the preliminary stages of a joint training practical exercise to be conducted over the summer months.

Attached are the police department statistics for March.

Respectfully submitted,

Mark W. Dubois

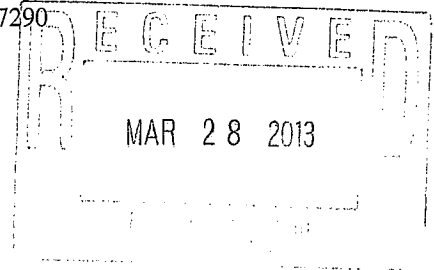
Call Reason Breakdown

<u>Call Reason</u>	<u>Self</u>	<u>Disp</u>	<u>Total</u>
911 Hang Up	0	1	1
911 Abandoned	0	5	5
911 Accidental	0	2	2
Alarm Fire/Smoke	0	1	1
Alarm - Medical	0	1	1
Alarm, Burglar	0	17	17
Animal Complaint	0	1	1
Arrest / Fugitive	0	1	1
Area check	35	0	35
Assist Citizen	0	6	6
Assist Fire Dept.	0	5	5
Assist Other Agency	1	4	5
Barking Dog	0	1	1
Prisoner Cell Checks	0	7	7
Building Check	57	0	57
Disturbance	0	14	14
Drug Law Violation	0	1	1
Disabled MV	3	0	3
Domestic Disturbance	0	2	2
Escort / Transport	1	0	1
Fire, Box Alarm	0	1	1
Field Check	1	0	1
Field Interview	1	0	1
Follow Up Investigation	2	0	2
Fraud	0	1	1
General Service	4	11	15
Hazard	1	17	18
ID Check	0	2	2
Juvenile Offenses	0	2	2
Larceny of a Motor Vehicle	0	1	1
Larceny	0	2	2
Medical Emergency	0	38	38
Mutual Aid - Stow	0	1	1
M/V Accident w/ no injuries	0	7	7
M/V Accident, w/Injuries	1	0	1
M/V Acc.; Property Damage Only	0	1	1
M/V Accident; Hit & Run	0	2	2
Motor Vehicle Stop	110	12	122
Motor Vehicle Violation	0	6	6
Notification	0	2	2
Open door	1	1	2
Serve Paperwork	7	2	9
Parking Complaint	1	3	4
Property Damage	0	4	4
Found / Lost Property	0	6	6
Radar Enforcement	52	1	53
Serve Restraining Order	1	2	3
Sex Offenses	0	1	1
Suicide / Threat	0	2	2
Serve Summons	1	0	1
Suspicious Activity	3	11	14
Threatening to Commit a Crime	0	1	1
Traffic Enforcement	3	1	4
Traffic Control	1	0	1
Trespassing	0	2	2
Truancy	0	1	1
Vandalism	0	4	4
Serve Warrant	3	2	5
Well Being Check	0	5	5
Wire Down	0	3	3
TOTAL	290	227	517



OFFICE OF THE
DEPARTMENT OF PUBLIC WORKS

MUNICIPAL BUILDING • 195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754
TELEPHONE 978-897-1317 • FAX 978-897-7290



DATE: March 25, 2013

FORTH QUARTER BILLING 2013 TO THE COLLECTOR OF TAXES

COMMITMENT	WATER/SEWER BILLING			
	2012 1 ST QTR	2013 2 ND QTR	2013 3 RD QTR	2013 4 TH QTR
WATER CHARGES:	\$412,273.17	\$488,118.16	\$395,105.90	\$370,164.51
SEWER CHARGES:	\$601,984.31	\$662,798.40	\$570,624.06	\$555,233.23
CROSS CONNECTIONS:	\$5,700.00	\$3490.00	\$3,630.00	\$3,100.00
FLAT RATE FOR CHURCHES:	\$109.00	\$109.00	\$109.00	\$109.00
SEWER ONLY- IN TOWN	\$355.20	\$355.20	\$355.20	\$355.20
SPRINKLER COST:	\$325.00	\$325.00	\$325.00	\$337.50
HYDRANT COST:	\$15.00	\$15.00	\$15.00	\$15.00
SEWER ONLY- OUT OF TOWN:	\$61.80	\$61.80	\$61.80	\$61.80
MISCELANOUS CHARGES:	\$825.00	\$450.00	\$450.00	\$400.00
TOTAL CHARGES:	\$937,419.94	\$1,021,273.48	\$1,155,722.56	\$929,776.24
TOTAL USAGE CU. FT.	6,251,395	6,888,001	8,004,324	6,215,230

IN TOWN WATER RATES

000 – 500 CUBIC FT	\$4.36/100 CU FT
501 – 1000 CUBIC FT	\$5.62/100 CU FT
1001 – 2500 CUBIC FT	\$6.03/100 CU FT
2500 + CF CUBIC FT	\$6.88/100 CU FT

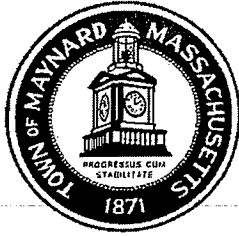
IN TOWN SEWER RATES \$8.88/100 CU FT

OUT OF TOWN WATER RATES

000 – 500 CUBIC FT	\$6.10/100 CU FT
501 – 1000 CUBIC FT	\$7.86/100 CU FT
1001 – 2500 CUBIC FT	\$8.45/100 CU FT
2500 + CF CUBIC FT	\$9.69/100 CU FT

OUT OF TOWN SEWER RATES \$12.36/100 CU FT

Tim Mullally 3-26-13 Dave Simmons 3-27-13
Tim Mullally Date: Dave Simmons Date
Superintendent of Water WWTP Contract Manager



BOARD OF ASSESSORS

195 MAIN STREET
MAYNARD, MA 01754
978-897-1304 ~ FAX 978-897-1013

TOWN OF MAYNARD BOARD OF ASSESSORS MEETING

TOWN HALL

**Small Conference Room - Upstairs
Tuesday, March 26, 2013
6:00 PM**

AGENDA

- REVIEW & APPROVE WRITTEN RESPONSE TO FIN COM'S REQUEST FOR VALUATION/REVENUE OF 129 PARKER ST PROJECT

Posted 03/22/2013



BOARD OF ASSESSORS

195 MAIN STREET
MAYNARD, MA 01754
978-897-1304 ~ FAX 978-897-1013

TOWN OF MAYNARD BOARD OF ASSESSORS MEETING

TOWN HALL

**Small Conference Room - Upstairs
Tuesday, April 2, 2013
6:30 PM**

AGENDA

- REVIEW & APPROVE MINUTES FROM MARCH 13TH & MARCH 18TH MEETINGS
- REVIEW AND SIGN MONTHLY REPORTS
- REVIEW AND APPROVE CHIEF ASSESOR'S JOB DESCRIPTION
- REVIEW AND RELEASE SURPLUS OVERLAY MONEY
- REVIEW AND VOTE ON REMAINING EXEMPTIONS AND ABATEMENTS

Posted 03/22/2013

ZONING BOARD OF APPEALS

195 MAIN STREET

MAYNARD, MA 01754

ZONING BOARD OF APPEALS

The Zoning Board of Appeals will hold a public meeting on Monday, April 1, 2013 at 7:00 p.m. in the conference room of the Offices of Municipal Services, Lower Level, 195 Main Street, Maynard to meet with two candidates for the Zoning Board of Appeals.

Paul Scheiner, Chairman

Posted by: Steve Wood, Interim Recording Secretary

TOWN OF MAYNARD

MEETING NOTICE

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A §§18-25

Maynard Conservation Commission

Maynard Town Hall
Room 202 Conference Room
Wednesday, March 20, 2013 at 6:30 PM

Agenda or Topics to be discussed listed below (That the chair reasonably anticipates will be discussed)

ADMINISTRATIVE BUSINESS:

- None

PUBLIC HEARING:

- Notice of Intent (continuation)
213 Main Street
Loftis Maynard, LLC
Demolition of existing single family house and construction of two duplexes.

WETLANDS/STORMWATER ISSUES:

- Review site visit report for 129 Parker Street
- Notification of Wetland Protection Act revisions

LAND MANAGEMENT:

- Review preliminary FIRM maps from FEMA

BUSINESS:

- none

Upcoming Meetings:

- Next Conservation Commission meeting, **April 2, 2013.**
- Massachusetts Land Conservation Conference, **March 23**, Worcester

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Mr. Fred King

Posted by: Linda Hansen, agent

TOWN OF MAYNARD

MEETING NOTICE

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A §§18-25

Maynard Conservation Commission

Maynard Town Hall
Room 202 Conference Room
Tuesday April 2, 2013 at 6:30 PM

Agenda or Topics to be discussed listed below (That the chair reasonably anticipates will be discussed)

ADMINISTRATIVE BUSINESS:

- Review minutes from 03/20/2013.

PUBLIC HEARING:

- Notice of Intent (continuation)
213 Main Street
Loftis Maynard, LLC
Demolition of existing single family house and construction of two duplexes.

WETLANDS/STORMWATER ISSUES:

- Certificate of Compliance request for 10 Mark's Way, DEP file number 213-0236
- Compliance at 129 Parker Street and Old Marlboro Road lots (former Cutting lots)
- Update on workshop regarding Wetland Protection Act revisions

LAND MANAGEMENT:

- Revisit the land survey of the 2-acre parcel at Rockland Ave.

BUSINESS:

- New concept plan submitted for 129 Parker Street
- Agent on vacation April 17 & 18.

Mail of note:

- none

Upcoming Meetings:

- Next Conservation Commission meeting, **April 16, 2013.**
- DEP, Evaluating Stormwater BMPs, **April 23, 2-5**, DEP Central office, Worcester

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Mr. Fred King

Posted by: Linda Hansen, agent

Revitalize Maynard Collaborative Committees*

Please contact the Team Leader(s) listed if you would like to volunteer for this committee.

- **Storefront Makeover Committee-** to recruit a team of volunteers (artists, local craftsmen, painters, boy scouts, etc.) to give some storefronts a facelift and work on reaching out to needy stores/landlords. This team could also offer mini “curb appeal” makeovers to homes/apartments in town.
 - **Team Leader:** Maren Calzia maren.calzia@gmail.com
- **Legal Approaches Committee-** to research ordinances in existence in Maynard and suggest new ordinances the town might want to pursue to address concerns about vacancies, upkeep of properties, etc.
 - **Team Leaders:** Melissa Levine & Kyle Piro levinepirolaw@gmail.com
- **Community Art Committee-** to look at how we can increase public art in Maynard (could artists paint a mural or put a mosaic on the side of the parking garage/other buildings in town? Community art project like Dedham Bunnies using fiberglass sheep in homage to the woolen mill?)
 - **Team Leaders:** Jero Nesson Artspace63@aol.com, Priscilla Cotter speedie.art@verizon.net, and Deb Hledik deborah.hledik@verizon.net
- **Bringing Businesses to Maynard Committee-** to identify businesses that we would like to have in Maynard, and having letter-writing campaigns to request they open shops in our downtown. Ever visit a great restaurant/bakery/shop and wish it were in Maynard? Maybe if the company received an outpouring of support for their business to come to Maynard, they might come!
 - **Team Leaders:** Kelly Nadeau maynardcan@gmail.com & Heather Nickle hwkayak@yahoo.com
- **Marketing Maynard Committee-** to work on finding Maynard’s niche and develop Maynard as a cultural hub. What is Maynard’s identity? We have diverse restaurants, great art and wellness/health/beauty businesses. How can we build on this and spread the word throughout Maynard and beyond?
 - **Team Leader:** Mary Brannelly mjtbrannelly@comcast.net

For more information on the Revitalize Maynard Collaborative, to be added to our e-mail list or Google Group, please contact Maren Calzia at maren.calzia@gmail.com

**All names of committees are provisional and subject to change at the discretion of the teams*

Becky Mosca

From: Deborah Gaul <dgaul@mbtaadvisoryboard.org>
Sent: Tuesday, March 26, 2013 2:02 PM
To: Deborah Gaul
Subject: MBTA Advisory Board Members*
Attachments: The MassDOT FinCom Options Report.1.doc
Importance: High

Dear Advisory Board Members:

The MassDOT/MBTA Board of Directors approved the FY2014 MBTA budget on March 13th and sent it to the MBTA Advisory Board for our review and comment. We are scheduled to meet to discuss their plan on April 3rd at the State Transportation Building. The full report of the Advisory Board's Finance Committee will be forwarded to you along with the other meeting materials before that meeting, but I wanted to update you about the discussions at the MassDOT Board regarding the funding crisis and some of the steps that might be necessary to address it.

Attached is a short report on those proposals. The proposals discuss options that are very familiar to Advisory Board Members: increasing fares again this year, significant service cuts, the sale of assets, repurposing funds away from capital projects to operational uses and restructuring debt service to close an operational deficit. I want to remind you that we all went forward in closing last year's budget deficit with the understanding that despite a fare increase, service cuts and a large bailout from the Legislature, last year's budget "fix" was a one-year solution. The underlying problems facing the MBTA remain and only the Legislature could change the conditions that drive MBTA deficits. The Legislature will only act if they hear from you.

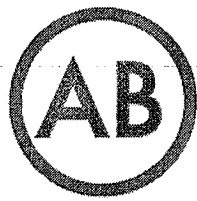
For your information, I was given the opportunity to testify before the Joint Transportation Committee at the State House and I urged them to support a permanent solution to the funding crisis in transportation generally, and at the MBTA in particular. With regards to the FY2014 budget, the Advisory Board can only review what it has been given and we were given a budget with a "transfer" equal to the deficit from another source. The issues that the Board of Directors has been discussing change that understanding and I wanted you to know the scope of that change. Please read this short report and feel free to contact me with any questions or concerns. I hope that this report will encourage you to contact your legislators to share your opinions and concerns.

Thank you,

Paul Regan
Executive Director
MBTA Advisory Board
177 Tremont Street
Boston, MA 02111
phone: 617-426-6054
fax: 617-451-2054
MBTAAdvisoryboard.org

Paul Regan
Executive Director

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The MBTA Advisory Board

MassDOT Finance and Audit Meetings Report

Options for The Budget Shortfall FY2014

177 TREMONT STREET, 4TH FLOOR BOSTON MASSACHUSETTS 02111

PH 617.426.6054 FAX 617.451.2054

www.MBTAADVISORYBOARD.org pregan@mbtaadvisoryboard.org

MBTA Advisory Board members know that the FY2014 proposed budget is under review by Advisory Board staff. The MassDOT Board has been having meetings to discuss further changes to the MBTA budget should there be no legislative solution to the decade old financing problems at the MBTA. The solutions discussed so far would place a tremendous burden on the 175 communities served by the MBTA and the almost three quarters of the Massachusetts population who lives in the MBTA district. Advisory Board members need to understand the impact on their constituents and their local economies of some of the actions the MassDOT Board is contemplating, and decide if they wish to urge their Legislators to take action on the Transportation proposal before them.

The MassDOT/MBTA Board of Directors met on March 13, 2013 to approve the preliminary FY2014 Budget and send it to the MBTA Advisory Board for their review and comment. The FY14 budget increased overall spending at the MBTA 5.8% over FY13, with the majority of the additional spending coming in the Commuter Rail and the Materials, Supplies and Services line items. These two line items increase totaled \$74.3m. Wages also increases by \$16.8m (the pattern bargaining estimate) so these three items represent \$91 million out of the total \$102,054,457 increase in FY14 over FY13. The FY14 budget also reflects an expected drop of \$16.8m in revenues. The total shortfall expected in FY14 at the time of the Board's preliminary approval was \$118.8m.

The \$118.8m number was a marked improvement over the original estimate. The MBTA had found an additional \$20.3 in savings over last year's estimated of the FY14 budget deficit, reducing the number from \$139.1m to \$118.8m. Some of that was due to the fact that the fare increase implemented last year did not decrease ridership to the extent expected. The MBTA also found savings in major line items, decreasing the original estimated increases in Wages, Materials Supplies and Services, and the Purchased Local Service Subsidy line items totaling \$37.7m. Mitigating these savings was, as in previous years, the poor performance of the Sales tax, which serves as the largest revenue stream supporting the MBTA.

The MassDOT/ MBTA Board of Directors approved the FY14 budget at their meeting, acknowledging that the budget was \$118,834,618 out of balance and that they would be required to balance the budget with the tools they have in hand should the Legislature choose not to act on the MBTA's budget crisis. The MassDOT Board's Finance and Audit Committee met on March 5th and March 19th to discuss their options for a balanced budget. They are scheduled to meet one more time on March 28th before the full MassDOT Board meets in April to approve the final

budget. The MBTA Advisory Board believes that the budget must be actually balanced; an estimated bailout based on action not yet approved by the Legislature cannot and should not be used to balance a budget on paper. The MassDOT Board seems to agree, and has hosted presentations on the options they control to balance the FY2014 budget. The impacts of those options are the subject of this report.

The Options

Starting from the premise that the MBTA must use its own powers and resources to close the budget gap, then we start with the same tools that the MBTA used last year, namely: service cuts and fare increases. The fare increase only option assumes a need to fill a \$130m gap. The MBTA used much of the research developed to plan for last year's fare increase to generate the following:

Fare Scenario A



All Fare Approach

Assumes \$130m deficit

- 33% fare increase
- New fare revenue \$130m
- Passenger trips lost 29.3m or 8%

■ Sample Fares

	Current	New
Bus	\$1.50	\$2.00
Subway	\$2.00	\$2.60
RIDE	\$4.00	\$5.25
CR Z9 Mo	\$329	\$461

Source-MBTA

There was considerable discussion as to whether the assumption of 8% decline in passenger trips is accurate given the fact that the expected decline in Ridership after the last fare increase failed to materialize. However, given significant fare increases in successive years, it is safe to assume that there would be an effect on overall ridership. The fare increase would still take time to implement and it is unlikely that it could go into effect before November of 2013, or half way through the fiscal year.

The MassDOT Audit and Finance Committee also discussed in detail the options around a combination of service cuts and fare increases. For discussion purposes, the idea was to close half of the deficit with fare increases and half with service cuts.

Fare Scenario B



Half Fare / Half Service Reduction Approach

Assumes \$65m in new fare revenue + \$65m in operating savings

- 15% fare increase
- New fare revenue \$65m
- Passenger trips lost 13m or 4%

**Fare impact dependent
on service reductions**

■ Sample Fares

	Current	New
Bus	\$1.50	\$1.75
Subway	\$2.00	\$2.25
RIDE	\$4.00	\$4.50
CR Z9 Mo	\$329	\$389

Source MBTA

MBTA staff discussed the limitations of savings from service cuts, acknowledging that the savings from cuts in routes are offset by the lost revenue. The scope and impact of the proposed cuts are startling.

Bus:

- Eliminate the 30 least productive routes
- All service after 11:00pm
- A loss of 5.75 of passenger trips
- Cut 368 MBTA jobs

Commuter Rail:

- Cut weekend service
- Reduce the number of conductors
- Reduce weekday customer service hours

Heavy and Light Rail:

- Eliminate service after 11:00 pm weekdays
- No weekend service
- Cut 217 MBTA jobs

The Audit and Finance Subcommittee discussed the implications of this policy on the customers generally and the transit dependent in particular. The MassDOT Board was reluctant to take these actions last year and are even more so this year, given the compounding nature of these changes two years in a row. The Audit and Finance Committee of the MassDOT Board of Directors sent MBTA staff back to look for other alternatives.

The Committee met again on March 19, 2013. The MBTA staff led the discussion, starting with an additional \$75.5 million in further reductions. It is important to point out that these reductions are not savings and efficiencies, rather they are almost exclusively made up of deferring critical maintenance, legal settlements, liability contributions and selling property. The effect of these deferrals is to increase future budget deficits and reduce critical infrastructure spending. The MBTA staff sought to build a "Short-term Bridge" that would hold the budget in place while awaiting the passage of the Governor's Transportation Budget proposal.

The Budget and Audit Committee heard from the MBTA senior staff that, should Legislative relief not be forthcoming, there would have to be significant steps taken to "re-size" the MBTA. The current revenues and projected future revenues of the MBTA cannot support the existing system. There will have to be closures of facilities, workforce reductions, reductions in the sizes of the various fleets of revenue vehicles and other changes. There would be Ridership loss and revenue loss as the MBTA becomes a different agency. It was recognized that the MBTA could become a "peak service" only transit system and that it would by definition be of less value to the transit dependent and those seeking to live a more car free lifestyle. The MBTA would no doubt fall from its current position as the fifth largest transit system. Commuter rail and outlying bus service changes would likely increase traffic congestion on major roads as commuters try to access the Metro Boston area. It is absolutely up to the MassDOT Board of Directors to lead the fight if this eventuality is to be avoided.

The MassDOT PowerPoint presentation from the March 19 meeting can be seen here (<http://www.mbtaadvisoryboard.org/reports/>) and it is worth viewing for the information on MBTA riders and ridership patterns.

By law, the MBTA must act on their final budget before April 15. It is important to remember that the MBTA has faced serious budget problems for almost 10 years. Organizations like the MBTA Advisory Board and others have been calling out the structural deficiencies of the MBTA's operating and capital funding for at least that long. Every year the MBTA defers actions, capitalizes revenue streams, sells assets, raises fares and cuts services. The cumulative effects of these actions have severely impacted the amount and the quality of the remaining service. Service is generally perceived as unreliable and expensive. Leaders continue to call for greater efficiency and cutting of fat, as if 10 years of budget crises has not already led to that eventuality. In the absence of a Legislative fix, we will not see the expansion of transit options statewide, we will definitely see the shrinking of transit options for 175 communities and almost two thirds of the state's population.



OFFICE OF THE SELECTMEN

Maynard, Massachusetts

ONE-DAY SPECIAL PERMIT

May 4, 2013

This permit is issued to

Nick Johnson, 978-897-9777
Maynard Business Alliance

For the following purpose:

***1st Seasonal Art walk Spring Art Walk in Downtown Maynard. Maynard Business Alliance (MBA) is holding their first seasonal art walk.
From 5:00 to 7:00 PM***

Subject to the conditions as herein stated:

This permit is issued upon the specific condition that the Town of Maynard will not be held responsible or in any manner liable for and shall be indemnified by the Permit holder against any and all causes of action, damages, injuries/or other claims arising out of or relating to the issuance of this permit.

Board of Selectmen

April 2, 2013 agenda

GALLERY SEVEN
Frame Shop & Fine Art Gallery

7 Nason St. • Maynard, MA 01754

978-897-9777

Info@gallerysevenmaynard.com

www.gallerysevenmaynard.com

March 14, 2013

Maynard Board of Selectmen
195 Main Street
Maynard, MA 01754

Dear Board Members;

The Maynard Business Alliance (MBA) requests a permit to hold a Spring ArtWalk on Saturday, May 4, 2013 from 5-7 p.m. in downtown Maynard. We would love to see people from Maynard and the surrounding towns attend, but since it is our first time putting on this event we are not sure what to expect and are estimating a crowd of 200. The MBA will coordinate with the Chiefs for all necessary details.

Your approval of this request is gratefully appreciated.

Sincerely,

Nick Johnson
MBA President



Date: April 2, 2013

Carlos Perez

15 Linden Street
Maynard, MA 01754

You are hereby appointed to the

Board of Appeals

Term expires June 30, 2016

FOR THE

TOWN OF MAYNARD

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

BOARD OF SELECTMEN

Sworn: _____

Town Clerk



Date: April 2, 2013

Carlos Perez

15 Linden Street
Maynard, MA 01754

You are hereby appointed to the

Board of Appeals

Term expires June 30, 2016

FOR THE

TOWN OF MAYNARD

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

BOARD OF SELECTMEN

Sworn: _____

Town Clerk

Becky Mosca

From: Dawn Capello <dawncapello@gmail.com>
Sent: Tuesday, March 26, 2013 3:31 PM
To: PlanningBoard; Becky Mosca
Cc: Marie Morando
Subject: Re: ZBA Candidates

Hi Steve, Becky -

Steve - If Mr. Perez can attend the April 2 BOS Meeting we are happy to meet him, discuss his desire to join the ZBA at that time and take a vote.

Let Becky know if Mr. Perez can attend.

Becky, please add this to the agenda if it all works out, also please send me a draft April 2nd agenda.

Thanks everyone!

Dawn

On Tue, Mar 26, 2013 at 11:51 AM, PlanningBoard <PlanningBoard@townofmaynard.net> wrote:

Hi Dawn: Just reported to Marie that the BOS has approved Christopher Etchechury as a member of the ZBA and that he needs to be Sworn In. I will call him to meet with Michelle for this purpose. Thank you and the other Board Members for this action. Marie says we need five members of the ZBA to meet and we have two cases pending: 13 Acton Street and 10 Spring Land. The applicants are awaiting the scheduling of ZBA hearings. The 13 Acton Street applicant submitted his Application for Hearing on March 6th and we can't schedule a hearing until we have a full five member complement of ZBA members. So, we were wondering if there is any way for the BOS to review Carlos Perez's letter of interest on Tuesday April 2nd and meet him the same night so that we might have a full ZBA and begin to schedule hearings for the two cases. I know Mr. Etchechury submitted a resume. Perhaps Mr. Perez, in order to reveal his background, and expedite the BOS's decision, could do the same prior to April 2nd. I would be happy to help you with anything I can do to facilitate a decision, please let me know.

Thank you,

Steve

--

Dawn Capello

Chairman, Maynard Board of Selectmen
dcapello@townofmaynard.net
617.515.6933



Date: April 2, 2013

Kevin Sweet

You are hereby appointed as the
Acting Town Administrator

Term expires: Per Contract

FOR THE
TOWN OF MAYNARD

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

Board of Selectmen

Sworn: _____

Town Clerk



Date: April 2, 2013

Christopher Okafor
Town of Maynard

You are hereby appointed

Operations Manager

Term expires: **Per contract**

FOR THE

TOWN OF MAYNARD

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

Board of Selectmen

Sworn: _____

Town Clerk



Date: April 2, 2013

Christopher Okafor
Operations Manager

You are hereby appointed

TREE WARDEN

Term expires: **Per contract**

FOR THE

TOWN OF MAYNARD

To hold office during our pleasure, or our term.

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

Board of Selectmen

Sworn: _____

Town Clerk



Date: April 2, 2013

Christopher Okafor
Operations Manager

You are hereby appointed to the

Local Emergency Planning Committee
(LEPC)

Term expires: December 31, 2013

FOR THE
TOWN OF MAYNARD

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

TOWN ADMINISTRATOR

Sworn: _____

Town Clerk

Annual Town Meeting Articles

<u>Control</u>	<u>Article</u>	<u>Title</u>	<u>Department</u>	<u>Page #</u>
A		Town Report Acceptance	Board of Selectmen	
B		Fiscal Year 2014 Salary Administration Plan	Board of Selectmen	
C		Authorize Revolving Funds	Board of Selectmen	
D		Authorize Treasurer To Borrow	Board of Selectmen	
E		Fiscal Year 2014 Operating Budget	Board of Selectmen	
F		AVRVS Reserve Fund	Board of Selectmen	
G		Reuse of Fire Capital Outlay		
H		Community Preservation Fun Reserve	CPC	
I		CPC FY 2014	CPC	
J		Finance Committee Reserve Fund	Finance Committee	
K		Large Industrial/Commercial Property Appraisal	Board of Assessors	
L		Optional Exemption	Board of Assessors	
M		Personal Property Exemption	Board of Assessors	
N		Certified Free Cash Appropriation	Board of Selectmen	
O		PH Reuse Golf Facility Technical Study	Golf Club Reuse Committee	
P		Community Preservation Fund Transfer	Board of Selectmen	
Q		Place Holder - Charter	Charter Review Committee	
R		Place Holder - Summit Street	DPW/BOS	
S		Place Holder Rockland Avenue	Board of Selectmen	
T		Place Holder Zoning By Law MMTC	Board of Selectmen	
U		Place Holder Sale and Possession of Firearms and Ammunition	Board of Selectmen	
V		Place Holder Nuisance By Law	Board of Selectmen	
W		Sex Offender	Board of Selectmen	
X		Regulating Pawns	Board of Selectmen	
y		Obsolete Equipment, Material	Board of Selectmen	
Z		OPEB TRUST	Town Accountant/Treasurer	

Water Enterprise Budget Fiscal Year 2014	Board of Selectmen
Sewer Enterprise Budget Fiscal Year 2014	Board of Selectmen
Water Capital Expenditure Plan	Department of Public Works
Sewer Capital Expenditures Plan	Department of Public Works
Redevelopment Authority	Board of Selectmen
Downtown Enhancement Funds	Board of Selectmen

EXECUTIVE SESSION
(M.G.L. Ch. 39 & 23B)

TOWN OF MAYNARD

Date: _____ **Time Meeting Convened:** _____

BOARD OF SELECTMEN
Time Meeting Ended: _____

IN THE MATTER OF: _____
MOTION TO CONVENE AN EXECUTIVE SESSION WAS MADE BY: _____
and duly SECONDED by: _____

The following roll call vote was taken on the above motion.

	<u>YEA</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
[David Gavin]	[]	[]	[]	[]
[Dawn Capello]	[]	[]	[]	[]
[Jim Buscemi]	[]	[]	[]	[]
[Mick Hurrey]	[]	[]	[]	[]
[Brendon Chetwynd]	[]	[]	[]	[]

A quorum being present and a majority having voted to go into Executive Session, the chair states that:

1. This meeting convened in open session and:
Notice/Posting of the meeting was duly given () or the meeting is an emergency meeting ()
2. After the Executive Session the meeting:
Will reconvene in open session () or will not reconvene ()
3. The purpose of this Executive Session is (check one):
 - A. To deliberate upon matters involving an individual(s) where the individual(s) involved have not requested an open meeting or regarding:
 1. The reputation, character, physical condition or mental health (not the professional Competence) of an individual ()
 2. The possible discipline/dismissal of or complaint or charge against a public officer, Employee, staff member or individual ()
 - B. To deliberate upon matters which, if done in open meeting, could have a detrimental effect on the bargaining or litigating position of the Town, regarding:
 1. Strategy with respect to Collective Bargaining ()
 2. Strategy with respect to Litigation ()
 3. Strategy sessions in preparation for negotiations with non-Union personnel ()
 4. Collective bargaining sessions or contract negotiations with Union personnel ()
 - C. To discuss the deployment of security personnel or devices ()
 - D. To investigate charges of criminal misconduct or to discuss the filing of criminal complaints ()
 - E. To consider the purchase, exchange, lease or value of real property, as open discussion would have a detrimental effect on the negotiating position of this governmental body ()
 - F. To comply with the provisions of any general or special law or federal grant-in-aid requirements, the specific law being _____
 - G. To consider and interview applicants for employment by a preliminary screening committee or a subcommittee appointed by a governmental body because an open meeting would have a detrimental effect in obtaining qualified applicants ()
 - H. To meet or confer with a mediator about litigation or a decision on the business of this board involving another party, group or body, having first decided in open session to participate in mediation and having disclosed the mediation purpose and issues involved. No action will be taken on mediation issues discussed in the Executive Session without deliberation and approval of such action at an open meeting, following proper notice ()
4. All the foregoing is hereby made part of the official minutes of this governmental body.

Chairman, Board of Selectmen